



WILLIAM T FUJIOKA
Chief Executive Officer

County of Los Angeles
CHIEF EXECUTIVE OFFICE

Kenneth Hahn Hall of Administration
500 West Temple Street, Room 713, Los Angeles, California 90012
(213) 974-1101
<http://ceo.lacounty.gov>

"To Enrich Lives Through Effective And Caring Service"

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October 15, 2013

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

**DEPARTMENT OF PARKS AND RECREATION:
ARBORETUM LIBRARY AND AYRES HALL REFURBISHMENT PROJECT
APPROVE CAPITAL PROJECT, PROJECT BUDGET
AND APPROPRIATION ADJUSTMENT
CAPITAL PROJECT NO. 87207
FIFTH DISTRICT
(3 VOTES)**

SUBJECT

Approval of the recommended actions and appropriation adjustment will authorize the Director of Parks and Recreation to proceed with the implementation of the Arboretum Library and Ayres Hall Refurbishment Project at the Los Angeles County Arboretum and Botanic Garden.

IT IS RECOMMENDED THAT THE BOARD:

1. Find the proposed Arboretum Library and Ayres Hall Refurbishment Project categorically exempt from the California Environmental Quality Act because the proposed Project consists of refurbishment and replacement of existing structures involving negligible or no expansion of the existing use and because the proposed Project will comply with the standards for historic restoration if determined to be applicable for the reasons stated herein and the reasons reflected in the record of the Project.
2. Approve the proposed Arboretum Library and Ayres Hall Refurbishment Project, Capital Project No. 87207, and Project budget in the amount of \$1,800,000.
3. Approve the appropriation adjustment in the amount of \$1,800,000 to transfer funds from the Fifth District allocation in the Extraordinary Maintenance Budget, Services and Supplies appropriation to

the proposed Arboretum Library and Ayres Hall Refurbishment Project, Capital Project Number 87207.

4. Authorize the Director of Parks and Recreation, or his designee, to implement the proposed Arboretum Library and Ayres Hall Refurbishment Project and to execute work orders using a Board-approved Job Order Contract.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of the recommended actions will find the proposed Arboretum Library and Ayres Hall Refurbishment Project (Project) exempt from the California Environmental Quality Act (CEQA) and allow the Department of Parks and Recreation (Department) to implement the proposed Project using a Board-approved Job Order Contract (JOC).

The proposed Project scope will address much needed deferred maintenance needs for the Library and Ayres Hall, at the Los Angeles County Arboretum and Botanic Garden (Arboretum). Based on the age of the structures, the Library is believed to contain hazardous materials such as asbestos and has suffered ongoing pest-related damage. The building has not been significantly upgraded since an addition was built over 25 years ago, and does not comply with current regulatory requirements in areas of disabled access, life safety, energy efficiency and seismic safety. The Ayres Hall building is in similar disrepair, with a leaking roof and siding; regulatory non-code-compliant restrooms; fire and life safety systems; kitchen and entry paths; and malfunctioning doors, windows, and heating/ventilation/air conditioning (HVAC) systems.

The proposed Project will address the deficiencies in the Library building by abating hazardous materials, providing disabled access throughout the library, replacing the fire alarm system, upgrading insulation levels and increasing efficiency of the HVAC, maximizing use of natural lighting and installing energy efficient Light Emitting Diode (LED) fixtures, and providing a seismic-code-compliant shelving system. The Library will remain open during construction; the collections and operations will be temporarily relocated to the Library's basement and other buildings in the Arboretum.

The proposed Project will also repair leaks in the Ayres Hall building envelope, including roof, siding, doors, and windows. The HVAC and life safety systems will be refurbished, while the restrooms, kitchen, entry paths, and doors will be modified to comply with current health, safety, and State and federal accessibility codes.

Implementation of Strategic Plan Goals

The proposed recommendations further the Board approved County Strategic Plan Goals of Operational Effectiveness (Goal 1), by improving operations to support timely delivery of customer-oriented and efficient public services to the people of Los Angeles County.

Green Building/Sustainable Design Program

The proposed Project will support the Board's Green Building/Sustainable Design Program by implementing energy saving measures such as maximizing use of natural light, high efficiency LED fixtures, thermal insulation, and higher efficiency HVAC systems.

FISCAL IMPACT/FINANCING

The total Project cost estimate, including construction, civic art fee, and County services is \$1,800,000. The Project Schedule and Budget Summary are included in Attachment I.

Approval of the attached appropriation adjustment (Attachment II) will authorize the Auditor-Controller to transfer \$1,800,000 from the Fifth District allocation in the Extraordinary Maintenance Budget, Services and Supplies appropriation to Capital Project No. 87207 to fully fund the proposed Project. Sufficient appropriation is available in the Extraordinary Maintenance Budget Fiscal Year 2013-14 Capital Project/Refurbishment Budget to proceed with the proposed Project.

Operating Budget Impact

Based on the proposed Project description, the Department does not anticipate any one-time start-up or ongoing costs resulting from the recommended actions. The Project provisions have maintenance requirements that will be fulfilled with existing park staff and resources.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

Approval of the recommended actions will allow the Department to improve safety, regulatory code compliance and energy efficiency at the Arboretum's Library and Ayres Hall buildings through the delivery of the proposed Project using a Board-approved JOC.

In accordance with the Board's Civic Art Policy adopted on December 7, 2004, as revised on December 15, 2009, the proposed Project budget includes 1 percent of design and construction costs to be allocated to the Civic Art Fund.

ENVIRONMENTAL DOCUMENTATION

The proposed Project which involves the following activities at the Arboretum Library and at the Ayres Hall, is categorically exempt from CEQA according to Sections 15301(a)(d) and 15302(c) of the State CEQA Guidelines and Classes 1(c)(d) and 2(e) of the County's Environmental Document Reporting Procedures and Guidelines, Appendix G, because the Project consists of refurbishment, repair and maintenance of existing structures involving negligible or no expansion of the existing use and replacement of existing structures where the replacement structure will be located at the site of the structure to be replaced and will have the same purpose and capacity.

The Department is currently working with a historic resources consultant to assess the potential for additional historic structures at the Arboretum property due to the age of the buildings, some of which are now over 50 years old. The assessment is anticipated to be complete prior to the commencement of the proposed refurbishment Project. To the extent that the buildings included in the proposed Project are determined to have historic significance, implementation of the Project will ensure that the refurbishment activities are carried out consistent with Section 15331 of the State CEQA Guidelines which requires the work on historic structures, including repair, rehabilitation and restoration, be completed in a manner consistent with the Secretary of the Interior's Standards for the Preserving, Restoring and Reconstructing Historic Buildings (1995).

There are no cumulative impacts, unusual circumstances or other limiting factors that would make use of the exemption inapplicable based on the Project records.

Upon the Board's approval of the recommended actions, the Department will file a Notice of Exemption with the County Clerk in accordance with Section 15062 of the State CEQA Guidelines.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

The recommended actions will have minimal impact on County services or projects at this facility. Closures to the affected portions of the park will be brief and coordinated with park staff. The Library collections and operations will be relocated elsewhere on site and continue to provide public services during construction.

CONCLUSION

Please return one adopted copy of the Board letter to the Chief Executive Office, Facilities and Asset Management Division; and to the Department of Parks and Recreation.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'W. T. Fujioka', with a long horizontal line extending to the right.

WILLIAM T FUJIOKA
Chief Executive Officer

WTF:SHK:DJT
SW:VM:zu

Enclosures

c: Executive Office, Board of Supervisors
County Counsel
Arts Commission
Parks and Recreation

Attachment I

**DEPARTMENT OF PARKS AND RECREATION:
ARBORETUM LIBRARY AND AYRES HALL REFURBISHMENT PROJECT
CAPITAL PROJECT NO. 87207
APPROVE CAPITAL PROJECT, PROJECT BUDGET
AND APPROPRIATION ADJUSTMENT
(FIFTH DISTRICT) (3 VOTES)**

PROJECT SCHEDULE

Project Activity	Scheduled Completion Date
Board Approval	10/15/2013
JOC Contract	11/15/2013
Start Construction	01/15/2014
Substantial Completion	12/30/2014
Project Acceptance	01/30/2015

PROJECT BUDGET SUMMARY

Project Activity	Proposed Budget
Land Acquisition	\$ 0
Construction	
Purchase Order Contract	0
Job Order Contract	\$1,621,000
Change Orders/Contingency	114,000
Departmental Crafts Parks Department Trails	0
Youth Employment	0
Construction Consultants	0
Telecomm Equip – Affixed to Building	0
Civic Arts	17,000
Subtotal	\$1,752,000
Programming/Development	\$ 0
Plans and Specifications*	\$ 0
Consultant Services	
Site Planning	0
DPW Engineering Services	0
Geotech/Soils Report and Soils Testing	0
Material Testing	0
Cost Estimating	0
Topographic Surveys	0
Construction Management	0
Construction Administration	0
Environmental	0
Utilities/Change Order	0
Other Expenditure:	0
Subtotal	\$ 0
Miscellaneous Expenditures - Furniture	\$ 0
Jurisdictional Review/Plan Check/Permit	\$ 0
County Services	
Code Compliance Inspection	0
Quality Control Inspection	0
Design Review	0
Contract Administration	0
Gordian Group	\$26,000
Project Management Support Services	0
ISD Job Order Contract Management	0
DPW Job Order Contract Management	\$3,000
ISD Communications/Data	0
Project Security	0
Project Technical Support	0
ISD Countywide Contract Compliance	\$19,000
Subtotal	\$ 48,000
TOTAL	\$1,800,000

COUNTY OF LOS ANGELES

REQUEST FOR APPROPRIATION ADJUSTMENT

DEPARTMENT OF PARKS AND RECREATION

DEPT'S.
NO. 600

October 15, 2013

AUDITOR-CONTROLLER:

THE FOLLOWING APPROPRIATION ADJUSTMENT IS DEEMED NECESSARY BY THIS DEPARTMENT. PLEASE CONFIRM THE ACCOUNTING ENTRIES AND AVAILABLE BALANCES AND FORWARD TO THE CHIEF EXECUTIVE OFFICER FOR HIS RECOMMENDATION OR ACTION.

ADJUSTMENT REQUESTED AND REASONS THEREFOR

FY 2013-14

3 - VOTES

SOURCES

EXTRAORDINARY MAINTENANCE
A01-CF-2000-12810
Services and Supplies
DECREASE APPROPRIATION

USES

PARKS AND RECREATION
Arboretum Library and Ayres Hall Refurbishment (5)
A01-CP-6014-65043-87207
Capital Assets-Building and Improvements
INCREASE APPROPRIATION

SOURCES TOTAL: \$ 1,800,000

USES TOTAL: \$ 1,800,000

JUSTIFICATION

The appropriation adjustment is necessary to fully fund the Arboretum Library and Ayres Hall Refurbishment Project.


AUTHORIZED SIGNATURE SABRA WHITE

BOARD OF SUPERVISOR'S APPROVAL (AS REQUESTED/REVISED)

REFERRED TO THE CHIEF
EXECUTIVE OFFICER FOR ---☐ ACTION☒ RECOMMENDATION

AUDITOR-CONTROLLER


BY 

B.A. NO. 023

Oct 1 20 13

☒ APPROVED AS REQUESTED☐ APPROVED AS REVISED

CHIEF EXECUTIVE OFFICER

BY 

Oct 2 20 13